



## Assemblage LLC

### Bi-Weekly Newsletter

#### Message from Kellé

Hey Everyone!

As the world is opening back up and your business revenue ramps back up, there's no better time to focus on profit!



Hire Assemblage as your virtual CFOs and business strategists to help you save money by taking on your bookkeeping and help you scale your business. One of our clients' actually paid 75% fewer taxes this year by hiring us as her bookkeeper to appropriately track her business financials.

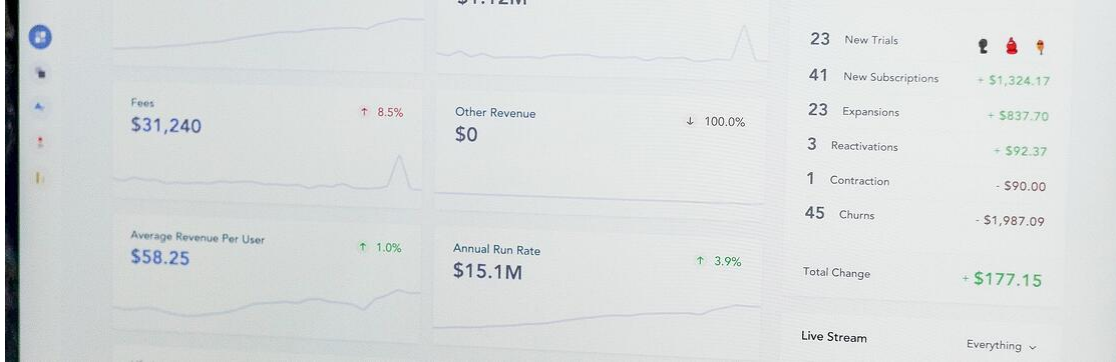
We would be honored to serve you as well!

Your Virtual CFO & Business Strategist.

Kellé

[Schedule a free 15 Minutes with Kellé](#)

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## Hire a Bookkeeper & Save Money

Many people avoid looking for a bookkeeper for their business until they are a few years into their business and are either overwhelmed, in a panic usually because the government is after them over sales or payroll taxes or, they are trying to get a loan and have no financial statements.

Don't be one of those people who wait to ask for help until it's too late!

Here are 30 ways our bookkeepers here at Assemblage help our clients:

1. Send out customer invoices on time so you can get paid on time.
2. Never lose track of a customer invoice. Know exactly who owes you, so you can follow up.
3. Never make another sale to a customer who is not paying their bill.
4. Reduce the need to borrow due to poor cash flow.
5. Set your pricing based on profit instead of guessing.
6. Concentrate on selling the most profitable items/services instead of easy ones.
7. Don't sell a service/product at a loss because you didn't take markdowns on time.
8. Know what are money makers & what to drop as they are money losers.
9. Find out if you have a theft problem before it's too late.
10. Never pay a bill twice by mistake.
11. Never lose a discount by paying a vendor late.
12. Plan your payment due dates and reduce the need to borrow.
13. Maintain your good credit rating.
14. Obtain better credit terms based on your good payment history.
15. Don't get hit with huge late filing fees because you made your government payments late.
16. Plan accurately for taxes. Estimate tax payments and strategize a savings plan.
17. Never write a bad check by mistake. Your bookkeeper can keep you in the green.

18. Move to a paper-lite and electronic streamlines system.
19. Never pay another NSF Fee.
20. Make sure all your cash receipts are credited to your account.
21. Know when you have excess cash so you can put it to work.
22. Keep track of all expenses in detail, so you know which ones can be cut back.
23. Never overspend a budget.
24. Get the maximum possible tax deduction for the expenses of running your business.
25. Know how much profit you have made and what your business is worth each month.
26. Know when is the right time to grow. Know when is the right time to hold back.
27. Save hundreds to thousands of dollars on your year-end tax return.
28. Comply with the reporting requirement of any business loan.
29. Immediately respond to any suppliers or customers' requests for financial information.
30. Give you back hundreds of hours a year so you can focus on your passion.

Schedule a Free Meeting to Learn More

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## Want bonus entries for our monthly drawing?

Newsletter subscribers are automatically entered in our monthly prize drawing. But you can get **BONUS** entries!

For every person that signs up for our newsletter and includes your name and/or email in the "How did you hear about us?" section you will get **ONE BONUS ENTRY**.

Just send people [This Link](#) so they can sign up! **Get those bonus entries!!**



**In ADDITION! You can get ONE Bonus Entry for EVERY SOCIAL MEDIA SITE you follow us on.**

Our Facebook, Instagram, Twitter, and LinkedIn are linked below



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## Helpful Tip



[Learn More](#)

If you missed the May 17th tax filing deadline, you can get an extension to October 15, 2021 by filing form 4868. But remember, an extension to file is NOT an extension to pay! If you think you will owe, submit payment electronically via this link today in whatever amount you can. This will reduce the amount of late payment, penalty and interest you'll owe.

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## Recent Reviews

Edge by Mikelia -- 5 Stars -- You're heaven sent!! I swear God placed you in my chair for a reason!!

Follow us on social media and share our tips and tricks with all your friends!



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